



Upper Uwchlan Township
Board of Supervisors Workshop
August 9, 2016
4:00 p.m.
Minutes
Approved

In attendance:

Guy Donatelli, Chair
Kevin Kerr, Vice-Chair

Cary Vargo, Township Manager
Gwen Jonik, Township Secretary
John DeMarco, Chief of Police
Jill Bukata, Treasurer
Al Gaspari, Codes Administrator

Guy Donatelli called the Workshop to order at 4:00 p.m.

Township Administration Building Office Space Assessment - Presentation

Police Chief John DeMarco began a PowerPoint presentation of the building space needs assessment with the history/evolution of the police and administrative office building: the Windsor schoolhouse was built in 1859, and following its “retirement” in June 1964, it was used for the public meeting room and eventually the Police Department. The first office addition occurred in 1987; the second expansion 1997. The building is currently used to capacity by Staff and storage needs. A programming study was conducted by Bernandon, who met with Township personnel, to assess current conditions and future needs for Staff and for citizen interaction, posing questions related to the amount of square feet required to accommodate functions and services of the Township and what can be done to the current facilities to address these findings. Two scenarios are proposed: 1) a 2-story addition to the rear of the building, or 2) an “L” shaped addition.

A strategic plan would be developed (proposed 2017 budget) to include engaging an architect to draw the floor plan and utilities, meeting with Downingtown School District officials regarding an easement or dedication of property to allow for the expansion as the existing building is almost on the property line, developing project costs, and developing a fiscal plan. Cary Vargo has begun discussions with School officials regarding the land from the back of the Township building to Pickering Valley Elementary School’s curb.

The Board of Supervisors was agreeable to researching an expansion. It will be necessary to identify needs vs. wants. Expanding to the south side of the Township property was suggested as an alternate. Relocating the offices elsewhere is not being considered as the existing building is fairly central in the Township. An extremely rough guestimate of what an addition might cost is \$500,000.

Public Works Department Accreditation Report

Cary Vargo advised that all Public Works staff personnel participated in strategic planning visioning sessions last month. He recently received the strategic plan and will distribute it in the near future with the new policies suggested.

Eagle Scout Project Presentation

Eagle Scout Candidate Ryan Wilson presented his proposed Eagle Scout project, which is to build a storage location for Diamond-Tex baseball field material at Hickory Park. The storage area will be a 3-sided concrete box, with eyelets for tarping, a sloped floor for drainage, totaling \$3,647 in

project costs. His proposed schedule is to begin August 15 and finish by August 24. He has volunteers experienced with cement work. Al Gaspari noted the Township will assist with excavation and anti-graffiti paint will be used on the exterior of the box. The Board of Supervisors favored the project.

Township Manager's Report

Cary Vargo highlighted the following projects:

The storm water management technical advisory committee continues to refine the program and develop the business plan;

The transition to the new I.T. firm is going well. The internet service has been upgraded for the current costs and we might be able to reduce the number of modems;

Installation of a new desk phone system is underway. It is in the cloud. We'll have 2 networks – one for the phones and one for computers so latency isn't an issue for either system;

Frame Property / Reserve at Chester Springs – a pre-construction meeting was held and Toll Brothers might start cutting in next week;

Byers Station Parcel 5C – preliminary land development plans for the residential portion of the project were reviewed by the Planning Commission and the developer met with consultants to address some of their comments. An anchor tenant has not yet been confirmed for the commercial/retail area;

Eagle Village trail connections have received all necessary approvals and the project will go out to bid this fall using PennDOT's processes. Construction would begin in the spring;

Park Road Trail Phase IV - 1 more easement is required before the project can move forward;

Route 100 Wastewater Treatment Plant Phase 2 Expansion – 55% of the properties involved are connected; 75% are permitted; only 10 homeowners owe the tapping fee; the initial schedule targeted all connections were to be completed by the end of August. That deadline has been extended because the contractors can't keep up;

Upland Farm Park – Township staff have received numerous positive comments about using the Park. An "event" will be planned for this fall. The barn isn't prepared for use at this time. Heating oil had leaked from a tank at the barn and the matter was properly remediated via PaDEP procedures.

Open Session

Steve McNaughton made comment on the cost to remediate the heating oil.

Cathy Tomlinson reiterated her comment that a Trails Committee should be revitalized. Chester County is preparing for the extension of the Struble Trail through the Shryock property. A Trails Committee would be beneficial and timely.

Guy Donatelli made comment that the treated wastewater storage tank at Upland Farm should be painted or camouflaged in some manner.

Cary Vargo commented a map of the Upland Farm Park trails will be designed and installed at the Park.

Joanne McNaughton commented that Hankin is not adhering to the Noise Ordinance.

Adjournment

There being no further business to be brought before the Board, Guy Donatelli adjourned the Workshop at 4:58 p.m.

Respectfully submitted,

Gwen A. Jonik
Township Secretary